

Expectations and General Practices of the Musical Home

My job as a teacher is to foster both a love and enjoyment of music and also to help each student reach his or her highest musical potential through performance, music theory, sight-reading, ear-training, composition, technique, and memorization. At the beginning of each semester, the student and I will discuss goals and decide how best to work towards them. I will work alongside you as the parent, to encourage each student and will inform you as to your child's progress with a comprehensive progress report at the end of each semester.

I. Financial Responsibility

1. Tuition is \$20 per half hour, and \$35 per hour. Financial considerations are made for families with more than 2 students enrolled in lessons.
2. Tuition is payable in advance, in bi-weekly or monthly installments (unless prior arrangements have been made).
3. Lesson payments may be made by cash, check or PayPal.
4. Music books and other purchased materials must be paid upon receipt.

II. Attendance

1. Each school year is divided into 2 semesters: September-December and January-May. A time slot is chosen for each semester which cannot be changed until the end of the semester.
2. Students or parents must give at least one week notice for planned events (trips, etc...), and 24 hours notice for illness or unexpected emergencies. Consideration will be made in cases of sudden illness.
3. Make-up lessons may take place at another time that is convenient for me, the teacher during the week or the advance payment may go towards the next lesson.
4. Full payment is required for missed lessons, if given less than 24 notice.
5. Student promptness is the responsibility of the student/parent; time lost will not be made up.
6. If for any reason, a student must terminate lessons for the semester, please notify me 2 weeks in advance and return all borrowed books and materials the day of the last lesson.
7. Summer lessons are offered and students are encouraged to take year round, as they help the student to retain what they've learned, and reinforce consistent practice habits.

III. Special Events

1. Students under 21 are required to participate in 2 recitals each year. Students over 21 are not required, but are encouraged to participate.
2. Students are also encouraged to participate in annual piano guild auditions. More comprehensive information will be sent out in September.

IV. Family/Student Responsibilities

1. Parental involvement is essential. Please make sure to set a regular practice time for your child.
2. Please review all weekly assignments and goals (as written in assignment notebook) with student to insure good practice habits and practice of correct assignments.
3. Recommended minimum daily practice requirements:
 - 1st & 2nd year - 15-20 minutes
 - 3rd & 4th year - 30 minutes
 - 5th & 6th year - 45-60 minutes
 - 7th year & up - 1-2 hours
4. Practice Environment
 - A. The piano should be kept in tune and in good repair. If you need a recommendation for a piano tuner, I would be happy to provide one.
 - B. The room should be as free of distractions as possible (no phone, TV, other people playing in room, etc.)
 - C. Each student will need access to a working metronome.
5. Fingernails
 - A. When playing piano with curved fingers, the nails should not click.
 - B. Nails should be trimmed prior to PRACTICE.
7. Special Needs
 - A. Please let me know of any learning disabilities or other special physical or emotional needs of a student. This helps me to know how to best work with him or her.
8. Materials
 - A. Any borrowed materials must be returned upon completion. Lost materials may either be replaced or the cost reimbursed.
 - I. Piano Students
 - a. Please bring a full-size spiral bound notebook or composition book to each lesson. This will be the progress/assignment notebook and practice log.
 - II. Voice Students
 - a. Please bring a 3 ring binder to every lesson. In this notebook will be your weekly assignment, practice log, and music.
 - B. Please remind each student to bring all needed materials to each and every lesson.

Please sign and date below if you have read and accept Expectations and General Practices of the Musical Home and are willing to follow the above guidelines.

Parent: _____ Date: _____

Instructor: _____ Date: _____